

**TOWN OF LA POINTE
REGULAR TOWN BOARD MEETING
TUESDAY, MARCH 8, 2016
5:30PM AT TOWN HALL
Approved Minutes**

Called to order at 5:30pm

Town Board Members Present: Jim Patterson, Mike Anderson, John Carlson, Michael Childers, Mike Starck

Staff present: Town Administrator Lisa Potswald, Foreman Kristian Larsen, Elected Clerk Micaela Montagne

Public Present: Sue Brenna, Paul Brummer, Charlie Brummer

I. Public Comment A*: None.

II. Town Administrator's Report: Prepared and presented by Administrator L. Potswald. Discussion on the possibility of acquiring land on Main Street for a pocket park. L. Potswald is waiting for a letter from the County before proceeding. L. Potswald reminds the Board that the Town Hall will be closed on March 11, and that she will be out of town from March 11 to the 21st. Report dated 2/19/16 to 3/4/16 placed on file by Unanimous Consent.

III. Public Works

A. Roads

1. Foreman's Report: Prepared and presented by Foreman K. Larsen. Discussion on issues with the old 1996 truck, and the process for the solar array; waiting for nice weather and for load limits to come off for the project to move forward. Report dated February 2016 placed on file by Unanimous Consent.

2. Town Mechanic/ Maintenance Technician Job Description: The current Roads Mechanic job description is being revised to the Town Mechanic/ Maintenance Technician. Main changes include building maintenance and a more defined description of responsibilities including all Town vehicles (Fire, EMS, Zoning, etc.). A. Hage, the current Mechanic, is comfortable with the changes. Motion to approve the Town Mechanic/ Maintenance Technician Job Description as submitted, M. Starck/ M. Childers, 5 Ayes, Motion Carried. A wage increase is also requested for the position, which will be a future agenda item.

B. Parks

1. Land Trust Outreach/ Invasive species Coordinators: posting: There have been no applicants so the posting will be extended until April 1, 2016 or until filled.

2. Jet Pay, Inc.: processing and payment for Big Bay Town Park Reservations: Motion to approve the relationship between the Town and Jet Pay, Inc. for credit card processing and payments for Big Bay Town Park Reservations, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

3. Parks Supervisor Position: Foreman K. Larsen presented this position during the budget workshops last year, but the position was not budgeted for. Due to no ice road, and having the roof projects come in under budget, as well as the retirement of E. Erickson coming up in less than a year, the position is being revisited. The position is year round, with summer focus on Parks, and assisting the Road Crew in the winter months. Motion to approve the Job

Description for Parks Supervisor, M. Starck/ M. Childers, 5 Ayes, Motion Carried. The posting for the position will be on the next agenda.

C. Materials Recovery Facility (MRF)

1. MRF Supervisor's Report: Report prepared by T. Pallas, dated March 5, 2016 placed on file by Unanimous Consent. Discussion included the possibility of keeping C. Baxter at the wage of \$18.00/ hour, which he was receiving while Intern MRF Supervisor. More information on comparable wages in the area and discussion at the next meeting.

D. Airport

1. Renewal of Aircraft Hangar Lease, Lot #13A, Bill Stout: Motion to approve the Renewal of Aircraft Hangar Lease for Lot #13A for Bill Stout for a ten year period from 1/1/2016 to 12/31/2025, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

IV. Committees

A. Planning and Zoning

1. Planning and Zoning Administrator's Report: Report prepared by L. Potswald for February 2016 placed on file by Unanimous Consent.

2. Zoning Administrator Job Description: changes include half time instead of full time. Motion to approve the Planning and Zoning Administrator Job Description, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

3. Post for Zoning Administrator position: Motion to approve the Town of La Pointe posting for the Planning and Zoning Administrator with a deadline of April 1st, 2016, M. Starck/ M. Anderson, 5 Ayes, Motion Carried.

B. Harbors

1. Appointment of Committee Members, new term ending March 10, 2019: Both Tim Eldred and Ham Ross both agreed to serve another term, Glenn Carlson will not. Motion to approve Ham Ross and Tim Eldred for another three year term ending March 10, 2019, M. Starck/ M. Anderson, 5 Ayes, Motion Carried. Motion to ask Jon Berg if he will serve as a seated member on the committee instead of an alternate; if he says yes, he is appointed, M. Starck/ M. Anderson, 5 Ayes, Motion Carried.

2. Three Year Harbor Development Statement of Intentions. Resolution #2016-0308: Motion to approve the Three Year Harbor Development Statement of Intentions. Resolution #2016-0308 (*Clerk's Note: the distributed copies of the Resolution had the number incorrect, it read 2016-0307 not 2016-0308*), M. Childers/ M. Anderson, 5 Ayes, Motion Carried.

3. Town Dock Expansion: Motion to authorize moving forward with the permit process for the possibility of the Town Dock expansion, M. Childers/ M. Starck, 5 Ayes, Motion Carried.

4. Smith Group JJR contract for site survey and design of Town Dock Expansion: The contract is not yet prepared, but JJR stated that they will honor their proposal in their letter dated April 28, 2015 for \$25,000 to do survey and planning work for the permit process for the Town Dock expansion. Motion to move forward with JJR per their 4/28/15 letter, Administrator L Potswald to send them a contract, M. Childers/ M. Anderson, 5 Ayes, Motion Carried.

V. Town Hall Administration

A. Grant Updates: Department of Natural Resources have a grant deadline of May 1, 2016 for parks grants. The Town may apply for one for Joni's Beach.

B. Resolution #2016-0308A: For Inclusion under the State of Wisconsin Deferred Compensation Program: The program is at no cost to the Town. Eligible employees will have the option to sign up. Motion to authorize the Town Board Chair to sign Resolution #2016-0308A for Inclusion under the State of Wisconsin Deferred Compensation Program, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

C. Cell Tower Consultant Proposal: Proposal from Begley Wireless Consulting Services, LLC is a multi-year contract requesting \$1,500 a year for five years to correspond with Tower companies and Carriers to work on getting a cell tower on the North end of the Island. Many questions were discussed by the Board, and Administrator L. Potswald would like to do more research and gather more information prior to making any decisions. Motion to table the agenda item so more information can be gathered, M. Childers/ J. Carlson, 5 Ayes, Motion Carried.

D. Payment for Roof projects and Capital Equipment: Administrator L. Potswald is requesting that if the Board would like to borrow the funds for the roof projects (\$51,000) and purchases (\$70,000) that they motion to do so. Motion to borrow \$121,000 from State Trust Fund at 2.5% for five years, M. Childers/ M. Anderson. Discussion on what if Treasurer C. Neubauer can find a better interest rate elsewhere. M. Childers modifies his motion to borrow the total \$121,000 at the lowest rate as soon as possible. Second by M. Anderson, 4 Ayes, 1 Opposed (M. Starck), Motion Carried.

VI. Vouchers: Motion to approve vouchers in the amount of \$8,479.24, M. Starck/ M. Anderson, 5 Ayes, Motion Carried.

VII. Alternative Claims: Motion to approve Alternative Claims in the amount of \$1,892,658.57 and \$6,700.28 for the Library, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

VIII. Treasurer's Report: Motion to approve the Treasurer's Cash Summary Report as of February 29, 2016 showing a total of \$1,576,268.15 and a total available checking account of \$1,073,682.19, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

IX. Minutes

A. Regular Town Board Meeting February 23, 2016: Motion to approve minutes as submitted, J. Carlson/ M. Anderson, 3 Ayes, 2 abstain (M. Childers and M. Starck were not at the meeting), Motion Carried.

B. Special Town Board Meeting, Workshop, March 1, 2016: One correction, page 1, C. near not neat. Motion to approve minutes as corrected, M. Starck/ M. Anderson, 5 Ayes, Motion Carried.

X. Police Department

A. Police Chief's Report: Report prepared by W. Defoe dated 3/4/2016 placed on file by Unanimous Consent. Discussion on how Officer J. Novak may be able to return to work as early as May.

XI. Emergency Services

A. Fire Chief's Report: Report prepared by R. Reichkitzer dated 2/8 to 3/7/16 placed on file by Unanimous Consent.

XII. Library

A. Library Annual Report: Motion to place the Library Annual Report dated 2/18/2016 on file, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

XIII. Public Comment B:** C. Brummer commented on the idea of a pocket park on Main Street, that it is not in the current Parks and Rec plan and the Town should have a Public Hearing on acquiring the land.

P. Brummer also commented on the idea of a pocket park, that if the lot is unbuildable, how would the town build a bathroom facility? He also questioned the need for a full time park supervisor, that there will not always be a surplus of funds available.

M. Starck commented on the issue of a cell tower, and that maybe in the interim time there would be emergency call boxes on the North end of the island.

XIV. Lawsuits & Legal Issues

A. Nelson, et al. v. Defoe, et al. Case No. 15-cv-274-wmc: Working on a records request and L. Potswald is putting together responses.

B. Notice of Circumstances of Claim and Claim and Notice of Claim: Craftivity Inc/ Madeline Island School of the Arts: Nothing to report at this time.

XV. New Agenda Items for Future Meetings: Mechanic Wage change, Parks Supervisor posting and wage, Land Purchase if letter comes in from the County, Cell Tower Consultant.

XVI. Adjourn: Motion to adjourn, M. Starck/ J. Carlson, 5 Ayes, Motion Carried. Adjourned at 6:34pm.

Submitted by Micaela, Montagne, Town Clerk.

Approved as submitted, March 22, 2016, M. Montagne, Town Clerk.